

DATE PREPARED: \_\_\_\_\_

DEPARTMENT OF VETERANS AFFAIRS

Resource Conservation and Recovery Act (RCRA), Section 6002  
Executive Order 13101, Greening the Government Through Waste Prevention,  
Recycling, and Federal Acquisition

***FACILITY REPORT FOR FISCAL YEAR 2004***

- A. Preparer's Name: \_\_\_\_\_  
B. Title: \_\_\_\_\_  
C. Office/Service: \_\_\_\_\_  
D. Phone: \_\_\_\_\_  
E. Fax: \_\_\_\_\_  
F. E-mail: \_\_\_\_\_  
G. Facility/Station Number: \_\_\_\_\_  
H. VISN/MSN/Region Number: \_\_\_\_\_  
I. Does your office or facility purchase for another organization? Y\_\_\_ N\_\_\_  
Are you including those purchases in this report? Y\_\_\_ N\_\_\_  
List name(s) of other organization(s): \_\_\_\_\_  
\_\_\_\_\_  
J. Does another office or facility purchase for your organization? Y\_\_\_ N\_\_\_  
If yes, list the name of the organization \_\_\_\_\_  
If that office or facility will report on your behalf, stop here and submit this report  
to your facility's RCRA Section 6002 Survey coordinator.

***Note:*** The Comprehensive Procurement Guideline (CPG) program is part of the Environmental Protection Agency's (EPA) continuing effort to promote the use of materials recovered from solid waste. The key component of the CPG program is EPA's list of designated products that are grouped into the following eight categories:

Construction Products	Park and Recreation Products
Landscaping Products	Transportation Products
Nonpaper Office Products	Vehicular Products
Paper and Paper Products	Miscellaneous Products

Further information on the CPG list is available at: [www.epa.gov/cpg](http://www.epa.gov/cpg)

The data in Screen V, Procurement of Recycled Content Products, of the Veterans Health Administration's (VHA) Waste Minimization and Compliance Report, is used to prepare the annual RCRA Section 6002 Report for VHA for FY 2004.

**1. Federal Procurement Data System (FPDS) Data (For Contracts Over \$25,000)**

1.1 Has the facility reviewed the FY 2004 FPDS data for compliance assessment

and/or trend analyses?

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- 1.2 Please describe findings, changes, and/or actions that were a direct result of the assessments or analyses above.

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**Indicator Items for EPA-Designated Recycled Content Products**

**The General Services Administration and the Defense Logistics Agency will provide data for agency purchases directly from them. Please provide amounts for your facility's purchases from other sources, including GSA schedule contractors and your service contractors, including construction contractors, fleet maintenance contractors, and facilities maintenance contractors.**

**2. Construction Products: Cement**

- 2.1 Does your facility purchase cement (directly or through contracts, e.g., construction contracts)? **Yes** \_\_\_ **No** \_\_\_ . If no, skip to next section.
- 2.2 Total amount of cement purchased and/or used by your facility in FY 2004 \$ \_\_\_\_\_ and/or \_\_\_\_\_ cubic yards, and/or total number of contracts awarded that required the use of cement \_\_\_\_\_.
- 2.3 Amount of cement containing coal fly ash and/or ground granulated blast furnace slag purchased and/or used by your facility in FY 2004 \$ \_\_\_\_\_ and/or \_\_\_\_\_ cubic yards, and/or total number of contracts awarded that required the use of cement containing coal fly ash or ground granulated blast furnace slag \_\_\_\_\_.
- 2.4 If this product is purchased using a facility specification, does that specification require the use of recovered materials?  
**Yes** \_\_\_ **No** \_\_\_ **Not Applicable** \_\_\_
- 2.5 Were there technical impediments to increasing the amount of cement containing coal fly ash and/or ground granulated blast furnace slag purchased by your facility in FY 2004? **Yes** \_\_\_ **No** \_\_\_ If yes, please describe the impediment(s).

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**2. Construction Products: Concrete**

- 2.6 Does your facility purchase concrete (directly or through contracts, e.g., construction contracts)? **Yes** \_\_\_ **No** \_\_\_ . If no, skip to next section.

- 2.7 Total amount of concrete purchased and/or used by your facility in FY 2004 \$\_\_\_\_\_ and/or \_\_\_\_\_ cubic yards, and/or total number of contracts awarded that required the use of concrete \_\_\_\_\_.
- 2.8 Amount of concrete containing coal fly ash and/or ground granulated blast furnace slag purchased and/or used by your facility in FY 2004 \$\_\_\_\_\_ and/or \_\_\_\_\_ cubic yards, and/or total number of contracts awarded that required the use of concrete containing coal fly ash or ground granulated blast furnace slag \_\_\_\_\_.
- 2.9 If this product is purchased using a facility specification, does that specification require the use of recovered materials?  
**Yes** \_\_\_ **No** \_\_\_ **Not Applicable** \_\_\_
- 2.10 Were there technical impediments to increasing the amount of concrete containing coal fly ash and/or ground granulated blast furnace slag purchased by your facility in FY 2004? **Yes** \_\_\_ **No** \_\_\_ If yes, please describe the impediment(s).

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2. **Construction Products: Building Insulation Products**

- 2.11 Does your facility purchase this item (directly or through contracts or other mechanisms)? **Yes**\_\_\_ **No**\_\_\_ . If no, skip to next section.
- 2.12 Total amount of these products purchased by your facility in FY 2004 \$\_\_\_\_\_.
- 2.13 Dollar amount of these products containing recovered materials purchased by your facility in FY 2004 \$\_\_\_\_\_.
- 2.14 If this product is purchased using a facility specification, does that specification require the use of recovered materials?  
**Yes** \_\_\_ **No** \_\_\_ **Not Applicable** \_\_\_
- 2.15 Were there technical impediments to increasing the purchase of this item by your facility in FY 2004? **Yes** \_\_\_ **No** \_\_\_ If yes, please describe the impediment(s).

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2. **Construction Products: Carpet**

- 2.16 Does your facility purchase this item (directly or through contracts or other mechanisms)? **Yes**\_\_\_ **No**\_\_\_ . If no, skip to next section.
- 2.17 Total amount of these products purchased by your facility in FY 2004 \$\_\_\_\_\_.
- 2.18 Dollar amount of these products containing recovered materials purchased by your facility in FY 2004 \$\_\_\_\_\_.
- 2.19 If this product is purchased using a facility specification, does that specification require the use of recovered materials?  
**Yes** \_\_\_ **No** \_\_\_ **Not Applicable** \_\_\_
- 2.19 Were there technical impediments to increasing the purchase of this item by your facility in FY 2004? **Yes** \_\_\_ **No** \_\_\_ If yes, please describe the impediment(s).

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2. **Construction Products: Carpet Cushion**

- 2.20 Does your facility purchase this item (directly or through contracts or other mechanisms)? **Yes**\_\_\_ **No**\_\_\_ . If no, skip to next section.
- 2.21 Total amount of these products purchased by your facility in FY 2004  
\$\_\_\_\_\_.
- 2.22 Dollar amount of these products containing recovered materials purchased by your facility in FY 2004 \$\_\_\_\_\_.
- 2.23 If this product is purchased using a facility specification, does that specification require the use of recovered materials?  
**Yes** \_\_\_ **No** \_\_\_ **Not Applicable** \_\_\_
- 2.24 Were there technical impediments to increasing the purchase of this item by your facility in FY 2004? **Yes** \_\_\_ **No** \_\_\_ If yes, please describe the impediment(s).

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2. **Construction Products: Consolidated and Reprocessed Latex Paint**

- 2.25 Does your facility purchase this item (directly or through contracts or other mechanisms)? **Yes**\_\_\_ **No**\_\_\_ . If no, skip to next section.
- 2.26 Total amount of these products purchased by your facility in FY 2004  
\$\_\_\_\_\_.
- 2.27 Dollar amount of these products containing recovered materials purchased by your facility in FY 2004 \$\_\_\_\_\_.
- 2.28 If this product is purchased using a facility specification, does that specification require the use of recovered materials?  
**Yes** \_\_\_ **No** \_\_\_ **Not Applicable** \_\_\_
- 2.29 Were there technical impediments to increasing the purchase of this item by your facility in FY 2004? **Yes** \_\_\_ **No** \_\_\_ If yes, please describe the impediment(s).

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2. **Construction Products: Floor Tiles**

- 2.30 Does your facility purchase this item (directly or through contracts or other mechanisms)? **Yes**\_\_\_ **No**\_\_\_ . If no, skip to next section.
- 2.31 Total amount of these products purchased by your facility in FY 2004  
\$\_\_\_\_\_.
- 2.32 Dollar amount of these products containing recovered materials purchased by your facility in FY 2004 \$\_\_\_\_\_.
- 2.33 If this product is purchased using a facility specification, does that specification require the use of recovered materials?  
**Yes** \_\_\_ **No** \_\_\_ **Not Applicable** \_\_\_

- 2.34 Were there technical impediments to increasing the purchase of this item by your facility in FY 2004? **Yes** \_\_ **No** \_\_ If yes, please describe the impediment(s).

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2. **Construction Products: Flowable Fill**

- 2.35 Does your facility purchase this item (directly or through contracts or other mechanisms)? **Yes**\_\_ **No**\_\_ . If no, skip to next section.
- 2.36 Total amount of these products purchased by your facility in FY 2004  
\$\_\_\_\_\_.
- 2.37 Dollar amount of these products containing recovered materials purchased by your facility in FY 2004 \$\_\_\_\_\_.
- 2.38 If this product is purchased using a facility specification, does that specification require the use of recovered materials?  
**Yes** \_\_ **No** \_\_ **Not Applicable** \_\_
- 2.39 Were there technical impediments to increasing the purchase of this item by your facility in FY 2004? **Yes** \_\_ **No** \_\_ If yes, please describe the impediment(s).

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2. **Construction Products: Laminated Paperboard**

- 2.40 Does your facility purchase this item (directly or through contracts or other mechanisms)? **Yes**\_\_ **No**\_\_ . If no, skip to next section.
- 2.41 Total amount of these products purchased by your facility in FY 2004  
\$\_\_\_\_\_.
- 2.42 Dollar amount of these products containing recovered materials purchased by your facility in FY 2004 \$\_\_\_\_\_.
- 2.43 If this product is purchased using a facility specification, does that specification require the use of recovered materials?  
**Yes** \_\_ **No** \_\_ **Not Applicable** \_\_
- 2.44 Were there technical impediments to increasing the purchase of this item by your facility in FY 2004? **Yes** \_\_ **No** \_\_ If yes, please describe the impediment(s).

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2. **Construction Products: Patio Blocks**

- 2.45 Does your facility purchase this item (directly or through contracts or other mechanisms)? **Yes**\_\_ **No**\_\_ . If no, skip to next section.
- 2.46 Total amount of these products purchased by your facility in FY 2004  
\$\_\_\_\_\_.
- 2.47 Dollar amount of these products containing recovered materials purchased by your facility in FY 2004 \$\_\_\_\_\_.

2.48 If this product is purchased using a facility specification, does that specification require the use of recovered materials?  
**Yes** \_\_\_ **No** \_\_\_ **Not Applicable** \_\_\_

2.49 Were there technical impediments to increasing the purchase of this item by your facility in FY 2004? **Yes** \_\_\_ **No** \_\_\_ If yes, please describe the impediment(s).

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2. **Construction Products: Railroad Grade Crossing Surfaces**

2.50 Does your facility purchase this item (directly or through contracts or other mechanisms)? **Yes**\_\_\_ **No**\_\_\_ . If no, skip to next section.

2.51 Total amount of these products purchased by your facility in FY 2004  
\$\_\_\_\_\_.

2.52 Dollar amount of these products containing recovered materials purchased by your facility in FY 2004 \$\_\_\_\_\_.

2.53 If this product is purchased using a facility specification, does that specification require the use of recovered materials?  
**Yes** \_\_\_ **No** \_\_\_ **Not Applicable** \_\_\_

2.54 Were there technical impediments to increasing the purchase of this item by your facility in FY 2004? **Yes** \_\_\_ **No** \_\_\_ If yes, please describe the impediment(s).

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2. **Construction Products: Shower and Restroom Dividers/Partitions**

2.55 Does your facility purchase this item (directly or through contracts or other mechanisms)? **Yes**\_\_\_ **No**\_\_\_ . If no, skip to next section.

2.56 Total amount of these products purchased by your facility in FY 2004  
\$\_\_\_\_\_.

2.57 Dollar amount of these products containing recovered materials purchased by your facility in FY 2004 \$\_\_\_\_\_.

2.58 If this product is purchased using a facility specification, does that specification require the use of recovered materials?  
**Yes** \_\_\_ **No** \_\_\_ **Not Applicable** \_\_\_

2.59 Were there technical impediments to increasing the purchase of this item by your facility in FY 2004? **Yes** \_\_\_ **No** \_\_\_ If yes, please describe the impediment(s).

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2. **Construction Products: Structural Fiberboard**

2.60 Does your facility purchase this item (directly or through contracts or other mechanisms)? **Yes**\_\_\_ **No**\_\_\_ . If no, skip to next section.

2.61 Total amount of these products purchased by your facility in FY 2004  
\$\_\_\_\_\_.

- 2.62 Dollar amount of these products containing recovered materials purchased by your facility in FY 2004 \$\_\_\_\_\_.
- 2.63 If this product is purchased using a facility specification, does that specification require the use of recovered materials?  
**Yes** \_\_\_ **No** \_\_\_ **Not Applicable** \_\_\_
- 2.64 Were there technical impediments to increasing the purchase of this item by your facility in FY 2004? **Yes** \_\_\_ **No** \_\_\_ If yes, please describe the impediment(s).
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3. **Landscaping Products: Compost Made from Yard Trimmings or Food Waste**

- 3.1 Does your facility purchase this item (directly or through contracts or other mechanisms)? **Yes**\_\_\_ **No**\_\_\_ . If no, skip to next section.
- 3.2 Total amount of these products purchased by your facility in FY 2004  
\$\_\_\_\_\_.
- 3.3 Dollar amount of these products containing recovered materials purchased by your facility in FY 2004 \$\_\_\_\_\_.
- 3.4 If this product is purchased using a facility specification, does that specification require the use of recovered materials?  
**Yes** \_\_\_ **No** \_\_\_ **Not Applicable** \_\_\_
- 3.5 Were there technical impediments to increasing the purchase of this item by your facility in FY 2004? **Yes** \_\_\_ **No** \_\_\_ If yes, please describe the impediment(s).
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3. **Landscaping Products: Garden and Soaker Hoses**

- 3.6 Does your facility purchase this item (directly or through contracts or other mechanisms)? **Yes**\_\_\_ **No**\_\_\_ . If no, skip to next section.
- 3.7 Total amount of these products purchased by your facility in FY 2004  
\$\_\_\_\_\_.
- 3.8 Dollar amount of these products containing recovered materials purchased by your facility in FY 2004 \$\_\_\_\_\_.
- 3.9 If this product is purchased using a facility specification, does that specification require the use of recovered materials?  
**Yes** \_\_\_ **No** \_\_\_ **Not Applicable** \_\_\_
- 3.10 Were there technical impediments to increasing the purchase of this item by your facility in FY 2004? **Yes** \_\_\_ **No** \_\_\_ If yes, please describe the impediment(s).
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3. **Landscaping Products: Hydraulic Mulch**

- 3.11 Does your facility purchase this item (directly or through contracts or other mechanisms)? **Yes**\_\_\_ **No**\_\_\_ . If no, skip to next section.

- 3.12 Total amount of these products purchased by your facility in FY 2004  
\$\_\_\_\_\_.
- 3.13 Dollar amount of these products containing recovered materials purchased by your facility in FY 2004 \$\_\_\_\_\_.
- 3.14 If this product is purchased using a facility specification, does that specification require the use of recovered materials?  
**Yes** \_\_ **No** \_\_ **Not Applicable** \_\_\_\_
- 3.15 Were there technical impediments to increasing the purchase of this item by your facility in FY 2004? **Yes** \_\_ **No** \_\_\_\_ If yes, please describe the impediment(s).

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3. **Landscaping Products: Lawn and Garden Edging**

- 3.16 Does your facility purchase this item (directly or through contracts or other mechanisms)? **Yes**\_\_ **No**\_\_ . If no, skip to next section.
- 3.17 Total amount of these products purchased by your facility in FY 2004  
\$\_\_\_\_\_.
- 3.18 Dollar amount of these products containing recovered materials purchased by your facility in FY 2004 \$\_\_\_\_\_.
- 3.19 If this product is purchased using a facility specification, does that specification require the use of recovered materials?  
**Yes** \_\_ **No** \_\_ **Not Applicable** \_\_\_\_
- 3.20 Were there technical impediments to increasing the purchase of this item by your facility in FY 2004? **Yes** \_\_ **No** \_\_\_\_ If yes, please describe the impediment(s).

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3. **Landscaping Products: Plastic Lumber Landscaping Timbers and Posts**

- 3.21 Does your facility purchase this item (directly or through contracts or other mechanisms)? **Yes**\_\_ **No**\_\_ . If no, skip to next section.
- 3.22 Total amount of these products purchased by your facility in FY 2004  
\$\_\_\_\_\_.
- 3.23 Dollar amount of these products containing recovered materials purchased by your facility in FY 2004 \$\_\_\_\_\_.
- 3.24 If this product is purchased using a facility specification, does that specification require the use of recovered materials?  
**Yes** \_\_ **No** \_\_ **Not Applicable** \_\_\_\_
- 3.25 Were there technical impediments to increasing the purchase of this item by your facility in FY 2004? **Yes** \_\_ **No** \_\_\_\_ If yes, please describe the impediment(s).

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4 **Non-Paper Office Products: Binders, Clipboards, File Folders, Clip Portfolios, And Presentation Folders**

- 4.1 Does your facility purchase these items (directly or through contracts or other mechanisms)? **Yes**\_\_\_ **No**\_\_\_ . If no, skip to next section.
- 4.2 Total amount of these products purchased by your facility in FY 2004  
\$\_\_\_\_\_.
- 4.3 Dollar amount of these products containing recovered materials purchased by your facility in FY 2004 \$\_\_\_\_\_.
- 4.4 If this product is purchased using a facility specification, does that specification require the use of recovered materials?  
**Yes** \_\_\_ **No** \_\_\_ **Not Applicable** \_\_\_
- 4.5 Were there technical impediments to increasing the purchase of this item by your facility in FY 2004? **Yes** \_\_\_ **No** \_\_\_ If yes, please describe the impediment(s).

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4. **Non-Paper Office Products: Office Recycling Containers**

- 4.6 Does your facility purchase this item (directly or through contracts or other mechanisms)? **Yes**\_\_\_ **No**\_\_\_ . If no, skip to next section.
- 4.7 Total amount of these products purchased by your facility in FY 2004  
\$\_\_\_\_\_.
- 4.8 Dollar amount of these products containing recovered materials purchased by your facility in FY 2004 \$\_\_\_\_\_.
- 4.9 If this product is purchased using a facility specification, does that specification require the use of recovered materials?  
**Yes** \_\_\_ **No** \_\_\_ **Not Applicable** \_\_\_
- 4.10 Were there technical impediments to increasing the purchase of this item by your facility in FY 2004? **Yes** \_\_\_ **No** \_\_\_ If yes, please describe the impediment(s).

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4. **Non-Paper Office Products: Office Waste Receptacles**

- 4.11 Does your facility purchase this item (directly or through contracts or other mechanisms)? **Yes**\_\_\_ **No**\_\_\_ . If no, skip to next section.
- 4.12 Total amount of these products purchased by your facility in FY 2004  
\$\_\_\_\_\_.
- 4.13 Dollar amount of these products containing recovered materials purchased by your facility in FY 2004 \$\_\_\_\_\_.
- 4.14 If this product is purchased using a facility specification, does that specification require the use of recovered materials?  
**Yes** \_\_\_ **No** \_\_\_ **Not Applicable** \_\_\_
- 4.15 Were there technical impediments to increasing the purchase of this item by your facility in FY 2004? **Yes** \_\_\_ **No** \_\_\_ If yes, please describe the impediment(s).

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4. **Non-Paper Office Products: Plastic Desk Top Accessories**

- 4.16 Does your facility purchase this item (directly or through contracts or other mechanisms)? **Yes**\_\_\_ **No**\_\_\_ . If no, skip to next section.
- 4.17 Total amount of these products purchased by your facility in FY 2004  
\$\_\_\_\_\_.
- 4.18 Dollar amount of these products containing recovered materials purchased by your facility in FY 2004 \$\_\_\_\_\_.
- 4.19 If this product is purchased using a facility specification, does that specification require the use of recovered materials?  
**Yes** \_\_ **No** \_\_ **Not Applicable** \_\_\_\_
- 4.20 Were there technical impediments to increasing the purchase of this item by your facility in FY 2004? **Yes** \_\_ **No** \_\_\_\_ If yes, please describe the impediment(s).
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4. **Non-Paper Office Products: Plastic Envelopes**

- 4.21 Does your facility purchase this item (directly or through contracts or other mechanisms)? **Yes**\_\_\_ **No**\_\_\_ . If no, skip to next section.
- 4.22 Total amount of these products purchased by your facility in FY 2004  
\$\_\_\_\_\_.
- 4.23 Dollar amount of these products containing recovered materials purchased by your facility in FY 2004 \$\_\_\_\_\_.
- 4.24 If this product is purchased using a facility specification, does that specification require the use of recovered materials?  
**Yes** \_\_ **No** \_\_ **Not Applicable** \_\_\_\_
- 4.25 Were there technical impediments to increasing the purchase of this item by your facility in FY 2004? **Yes** \_\_ **No** \_\_\_\_ If yes, please describe the impediment(s).
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4. **Non-Paper Office Products: Plastic Trash Bags**

- 4.26 Does your facility purchase this item (directly or through contracts or other mechanisms)? **Yes**\_\_\_ **No**\_\_\_ . If no, skip to next section.
- 4.27 Total amount of these products purchased by your facility in FY 2004  
\$\_\_\_\_\_.
- 4.28 Dollar amount of these products containing recovered materials purchased by your facility in FY 2004 \$\_\_\_\_\_.
- 4.29 If this product is purchased using a facility specification, does that specification require the use of recovered materials?  
**Yes** \_\_ **No** \_\_ **Not Applicable** \_\_\_\_
- 4.30 Were there technical impediments to increasing the purchase of this item by your

facility in FY 2004? **Yes** \_\_ **No** \_\_ If yes, please describe the impediment(s).

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4. **Non-Paper Office Products: Printer Ribbons**

- 4.31 Does your facility purchase this item (directly or through contracts or other mechanisms)? **Yes**\_\_ **No**\_\_ . If no, skip to next section.
- 4.32 Total amount of these products purchased by your facility in FY 2004  
\$\_\_\_\_\_.
- 4.33 Dollar amount of these products containing recovered materials purchased by your facility in FY 2004 \$\_\_\_\_\_.
- 4.34 If this product is purchased using a facility specification, does that specification require the use of recovered materials?  
**Yes** \_\_ **No** \_\_ **Not Applicable** \_\_
- 4.35 Were there technical impediments to increasing the purchase of this item by your facility in FY 2004? **Yes** \_\_ **No** \_\_ If yes, please describe the impediment(s).

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4. **Non-Paper Office Products: Toner Cartridges**

- 4.36 Does your facility purchase this item (directly or through contracts or other mechanisms)? **Yes**\_\_ **No**\_\_ . If no, skip to next section.
- 4.37 Total amount of these products purchased by your facility in FY 2004  
\$\_\_\_\_\_.
- 4.38 Dollar amount of these products containing recovered materials purchased by your facility in FY 2004 \$\_\_\_\_\_.
- 4.39 If this product is purchased using a facility specification, does that specification require the use of recovered materials?  
**Yes** \_\_ **No** \_\_ **Not Applicable** \_\_
- 4.40 Were there technical impediments to increasing the purchase of this item by your facility in FY 2004? **Yes** \_\_ **No** \_\_ If yes, please describe the impediment(s).

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5. **Paper and Paper Products: Commercial/Industrial Sanitary Tissue Products**

- 5.1 Does your facility purchase this item (directly or through contracts or other mechanisms)? **Yes**\_\_ **No**\_\_ . If no, skip to next section.
- 5.2 Total amount of these products purchased by your facility in FY 2004  
\$\_\_\_\_\_.
- 5.3 Dollar amount of these products containing recovered materials purchased by your facility in FY 2004 \$\_\_\_\_\_.

5.4 If this product is purchased using a facility specification, does that specification require the use of recovered materials?

**Yes** \_\_\_ **No** \_\_\_ **Not Applicable** \_\_\_

5.5 Were there technical impediments to increasing the purchase of this item by your facility in FY 2004? **Yes** \_\_\_ **No** \_\_\_ If yes, please describe the impediment(s).

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**5. Paper and Paper Products: Miscellaneous Papers**

5.6 Does your facility purchase this item (directly or through contracts or other mechanisms)? **Yes** \_\_\_ **No** \_\_\_ . If no, skip to next section.

5.7 Total amount of these products purchased by your facility in FY 2004  
\$\_\_\_\_\_.

5.8 Dollar amount of these products containing recovered materials purchased by your facility in FY 2004 \$\_\_\_\_\_.

5.9 If this product is purchased using a facility specification, does that specification require the use of recovered materials?

**Yes** \_\_\_ **No** \_\_\_ **Not Applicable** \_\_\_

5.10 Were there technical impediments to increasing the purchase of this item by your facility in FY 2004? **Yes** \_\_\_ **No** \_\_\_ If yes, please describe the impediment(s).

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**5. Paper and Paper Products: Newsprint**

5.11 Does your facility purchase this item (directly or through contracts or other mechanisms)? **Yes** \_\_\_ **No** \_\_\_ . If no, skip to next section.

5.12 Total amount of these products purchased by your facility in FY 2004  
\$\_\_\_\_\_.

5.13 Dollar amount of these products containing recovered materials purchased by your facility in FY 2004 \$\_\_\_\_\_.

5.14 If this product is purchased using a facility specification, does that specification require the use of recovered materials?

**Yes** \_\_\_ **No** \_\_\_ **Not Applicable** \_\_\_

5.15 Were there technical impediments to increasing the purchase of this item by your facility in FY 2004? **Yes** \_\_\_ **No** \_\_\_ If yes, please describe the impediment(s).

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**5. Paper and Paper Products: Paperboard and Packaging Products**

5.16 Does your facility purchase this item (directly or through contracts or other mechanisms)? **Yes** \_\_\_ **No** \_\_\_ . If no, skip to next section.

5.17 Total amount of these products purchased by your facility in FY 2004  
\$\_\_\_\_\_.

- 5.18 Dollar amount of these products containing recovered materials purchased by your facility in FY 2004 \$\_\_\_\_\_.
- 5.19 If this product is purchased using a facility specification, does that specification require the use of recovered materials?  
**Yes** \_\_\_ **No** \_\_\_ **Not Applicable** \_\_\_
- 5.20 Were there technical impediments to increasing the purchase of this item by your facility in FY 2004? **Yes** \_\_\_ **No** \_\_\_ If yes, please describe the impediment(s).
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**5. Paper and Paper Products: Printing and Writing Papers**

- 5.21 Does your facility purchase this item (directly or through contracts or other mechanisms)? **Yes**\_\_\_ **No**\_\_\_ . If no, skip to next section.
- 5.22 Total amount of these products purchased by your facility in FY 2004 \$\_\_\_\_\_.
- 5.23 Dollar amount of these products containing recovered materials purchased by your facility in FY 2004 \$\_\_\_\_\_.
- 5.24 If this product is purchased using a facility specification, does that specification require the use of recovered materials?  
**Yes** \_\_\_ **No** \_\_\_ **Not Applicable** \_\_\_
- 5.25 Were there technical impediments to increasing the purchase of this item by your facility in FY 2004? **Yes** \_\_\_ **No** \_\_\_ If yes, please describe the impediment(s).
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**6. Park and Recreation Products: Park Benches and Picnic Tables**

- 6.1 Does your facility purchase this item (directly or through contracts or other mechanisms)? **Yes**\_\_\_ **No**\_\_\_ . If no, skip to next section.
- 6.2 Total amount of these products purchased by your facility in FY 2004 \$\_\_\_\_\_.
- 6.3 Dollar amount of these products containing recovered materials purchased by your facility in FY 2004 \$\_\_\_\_\_.
- 6.4 If this product is purchased using a facility specification, does that specification require the use of recovered materials?  
**Yes** \_\_\_ **No** \_\_\_ **Not Applicable** \_\_\_
- 6.5 Were there technical impediments to increasing the purchase of this item by your facility in FY 2004? **Yes** \_\_\_ **No** \_\_\_ If yes, please describe the impediment(s).
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**6. Park and Recreation Products: Plastic Fencing**

- 6.6 Does your facility purchase this item (directly or through contracts or other mechanisms)? **Yes**\_\_\_ **No**\_\_\_ . If no, skip to next section.

- 6.7 Total amount of these products purchased by your facility in FY 2004  
\$\_\_\_\_\_.
- 6.8 Dollar amount of these products containing recovered materials purchased by your facility in FY 2004 \$\_\_\_\_\_.
- 6.9 If this product is purchased using a facility specification, does that specification require the use of recovered materials?  
**Yes** \_\_ **No** \_\_ **Not Applicable** \_\_
- 6.10 Were there technical impediments to increasing the purchase of this item by your facility in FY 2004? **Yes** \_\_ **No** \_\_ If yes, please describe the impediment(s).

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6. **Park and Recreation Products: Playground Equipment**

- 6.11 Does your facility purchase this item (directly or through contracts or other mechanisms)? **Yes**\_\_ **No**\_\_ . If no, skip to next section.
- 6.12 Total amount of these products purchased by your facility in FY 2004  
\$\_\_\_\_\_.
- 6.13 Dollar amount of these products containing recovered materials purchased by your facility in FY 2004 \$\_\_\_\_\_.
- 6.14 If this product is purchased using a facility specification, does that specification require the use of recovered materials?  
**Yes** \_\_ **No** \_\_ **Not Applicable** \_\_
- 6.15 Were there technical impediments to increasing the purchase of this item by your facility in FY 2004? **Yes** \_\_ **No** \_\_ If yes, please describe the impediment(s).

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6. **Park and Recreation Products: Playground Surfaces**

- 6.16 Does your facility purchase this item (directly or through contracts or other mechanisms)? **Yes**\_\_ **No**\_\_ . If no, skip to next section.
- 6.17 Total amount of these products purchased by your facility in FY 2004  
\$\_\_\_\_\_.
- 6.18 Dollar amount of these products containing recovered materials purchased by your facility in FY 2004 \$\_\_\_\_\_.
- 6.19 If this product is purchased using a facility specification, does that specification require the use of recovered materials?  
**Yes** \_\_ **No** \_\_ **Not Applicable** \_\_
- 6.20 Were there technical impediments to increasing the purchase of this item by your facility in FY 2004? **Yes** \_\_ **No** \_\_ If yes, please describe the impediment(s).

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6. **Park and Recreation Products: Running Tracks**

- 6.21 Does your facility purchase this item (directly or through contracts or other mechanisms)? **Yes**\_\_\_ **No**\_\_\_ . If no, skip to next section.
- 6.22 Total amount of these products purchased by your facility in FY 2004  
\$\_\_\_\_\_.
- 6.23 Dollar amount of these products containing recovered materials purchased by your facility in FY 2004 \$\_\_\_\_\_.
- 6.24 If this product is purchased using a facility specification, does that specification require the use of recovered materials?  
**Yes** \_\_\_ **No** \_\_\_ **Not Applicable** \_\_\_
- 6.25 Were there technical impediments to increasing the purchase of this item by your facility in FY 2004? **Yes** \_\_\_ **No** \_\_\_ If yes, please describe the impediment(s).

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7. **Transportation Products: Channelizers**

- 7.1 Does your facility purchase this item (directly or through contracts or other mechanisms)? **Yes**\_\_\_ **No**\_\_\_ . If no, skip to next section.
- 7.2 Total amount of these products purchased by your facility in FY 2004  
\$\_\_\_\_\_.
- 7.3 Dollar amount of these products containing recovered materials purchased by your facility in FY 2004 \$\_\_\_\_\_.
- 7.4 If this product is purchased using a facility specification, does that specification require the use of recovered materials?  
**Yes** \_\_\_ **No** \_\_\_ **Not Applicable** \_\_\_
- 7.5 Were there technical impediments to increasing the purchase of this item by your facility in FY 2004? **Yes** \_\_\_ **No** \_\_\_ If yes, please describe the impediment(s).

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7. **Transportation Products: Delineators**

- 7.6 Does your facility purchase this item (directly or through contracts or other mechanisms)? **Yes**\_\_\_ **No**\_\_\_ . If no, skip to next section.
- 7.7 Total amount of these products purchased by your facility in FY 2004  
\$\_\_\_\_\_.
- 7.8 Dollar amount of these products containing recovered materials purchased by your facility in FY 2004 \$\_\_\_\_\_.
- 7.9 If this product is purchased using a facility specification, does that specification require the use of recovered materials?  
**Yes** \_\_\_ **No** \_\_\_ **Not Applicable** \_\_\_
- 7.10 Were there technical impediments to increasing the purchase of this item by your facility in FY 2004? **Yes** \_\_\_ **No** \_\_\_ If yes, please describe the impediment(s).

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7. **Transportation Products: Flexible Delineators**

- 7.11 Does your facility purchase this item (directly or through contracts or other mechanisms)? **Yes**\_\_\_ **No** \_\_ . If no, skip to next section.
- 7.12 Total amount of these products purchased by your facility in FY 2004  
\$\_\_\_\_\_.
- 7.13 Dollar amount of these products containing recovered materials purchased by your facility in FY 2004 \$\_\_\_\_\_.
- 7.14 If this product is purchased using a facility specification, does that specification require the use of recovered materials?  
**Yes** \_\_ **No** \_\_ **Not Applicable** \_\_\_\_
- 7.15 Were there technical impediments to increasing the purchase of this item by your facility in FY 2004? **Yes** \_\_ **No** \_\_\_\_ If yes, please describe the impediment(s).

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7. **Transportation Products: Parking Stops**

- 7.16 Does your facility purchase this item (directly or through contracts or other mechanisms)? **Yes**\_\_\_ **No**\_\_\_\_ . If no, skip to next section.
- 7.17 Total amount of these products purchased by your facility in FY 2004  
\$\_\_\_\_\_.
- 7.18 Dollar amount of these products containing recovered materials purchased by your facility in FY 2004 \$\_\_\_\_\_.
- 7.19 If this product is purchased using a facility specification, does that specification require the use of recovered materials?  
**Yes** \_\_ **No** \_\_ **Not Applicable** \_\_\_\_
- 7.20 Were there technical impediments to increasing the purchase of this item by your facility in FY 2004? **Yes** \_\_ **No** \_\_\_\_ If yes, please describe the impediment(s).

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7. **Transportation Products: Traffic Barricades**

- 7.21 Does your facility purchase this item (directly or through contracts or other mechanisms)? **Yes**\_\_\_ **No**\_\_\_\_ . If no, skip to next section.
- 7.22 Total amount of these products purchased by your facility in FY 2004  
\$\_\_\_\_\_.
- 7.23 Dollar amount of these products containing recovered materials purchased by your facility in FY 2004 \$\_\_\_\_\_.
- 7.24 If this product is purchased using a facility specification, does that specification require the use of recovered materials?  
**Yes** \_\_ **No** \_\_ **Not Applicable** \_\_\_\_
- 7.25 Were there technical impediments to increasing the purchase of this item by your facility in FY 2004? **Yes** \_\_ **No** \_\_\_\_ If yes, please describe the impediment(s).



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7. **Transportation Products: Traffic Cones**

- 7.26 Does your facility purchase this item (directly or through contracts or other mechanisms)? **Yes**\_\_\_ **No**\_\_\_ . If no, skip to next section.
- 7.27 Total amount of these products purchased by your facility in FY 2004  
\$\_\_\_\_\_.
- 7.28 Dollar amount of these products containing recovered materials purchased by your facility in FY 2004 \$\_\_\_\_\_.
- 7.29 If this product is purchased using a facility specification, does that specification require the use of recovered materials?  
**Yes** \_\_\_ **No** \_\_\_ **Not Applicable** \_\_\_
- 7.30 Were there technical impediments to increasing the purchase of this item by your facility in FY 2004? **Yes** \_\_\_ **No** \_\_\_ If yes, please describe the impediment(s).
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8. **Vehicular Products: Engine Coolants**

- 8.1 Does your facility purchase this item (directly or through contracts or other mechanisms)? **Yes**\_\_\_ **No**\_\_\_ . If no, skip to next section.
- 8.2 Total amount of these products purchased by your facility in FY 2004  
\$\_\_\_\_\_.
- 8.3 Dollar amount of these products containing recovered materials purchased by your facility in FY 2004 \$\_\_\_\_\_.
- 8.4 If this product is purchased using a facility specification, does that specification require the use of recovered materials?  
**Yes** \_\_\_ **No** \_\_\_ **Not Applicable** \_\_\_
- 8.5 How many fleet maintenance facilities does your facility operate? \_\_\_\_\_.
- 8.6 How many vehicles are maintained? \_\_\_\_\_.
- 8.7 Does your facility own and operate anti-freeze recycling equipment?  
**Yes** \_\_\_ **No** \_\_\_.
- 8.8 Were there technical impediments to increasing the purchase of this item by your facility in FY 2004? **Yes** \_\_\_ **No** \_\_\_ If yes, please describe the impediment(s).
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8. **Vehicular Products: Re-Refined Lubricating Oils**

- 8.9 Does your facility purchase this item (directly or through contracts or other mechanisms)? **Yes**\_\_\_ **No**\_\_\_ . If no, skip to next section.
- 8.10 Total amount of these products purchased by your facility in FY 2004  
\$\_\_\_\_\_.

- 8.11 Dollar amount of these products containing recovered materials purchased by your facility in FY 2004 \$\_\_\_\_\_.
- 8.12 If this product is purchased using a facility specification, does that specification require the use of recovered materials?  
**Yes** \_\_\_ **No** \_\_\_ **Not Applicable** \_\_\_
- 8.13 Were there technical impediments to increasing the purchase of this item by your facility in FY 2004? **Yes** \_\_\_ **No** \_\_\_ If yes, please describe the impediment(s).

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**8. Vehicular Products: Retread Tires**

- 8.14 Does your facility purchase this item (directly or through contracts or other mechanisms)? **Yes**\_\_\_ **No**\_\_\_ . If no, skip to next section.
- 8.15 Total amount of these products purchased by your facility in FY 2004  
\$\_\_\_\_\_.
- 8.16 Dollar amount of these products containing recovered materials purchased by your facility in FY 2004 \$\_\_\_\_\_.
- 8.17 If this product is purchased using a facility specification, does that specification require the use of recovered materials?  
**Yes** \_\_\_ **No** \_\_\_ **Not Applicable** \_\_\_
- 8.18 Were there technical impediments to increasing the purchase of this item by your facility in FY 2004? **Yes** \_\_\_ **No** \_\_\_ If yes, please describe the impediment(s).

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**9. Miscellaneous Products: Awards and Plaques**

- 9.1 Does your facility purchase this item (directly or through contracts or other mechanisms)? **Yes**\_\_\_ **No**\_\_\_ . If no, skip to next section.
- 9.2 Total amount of these products purchased by your facility in FY 2004  
\$\_\_\_\_\_.
- 9.3 Dollar amount of these products containing recovered materials purchased by your facility in FY 2004 \$\_\_\_\_\_.
- 9.4 If this product is purchased using a facility specification, does that specification require the use of recovered materials?  
**Yes** \_\_\_ **No** \_\_\_ **Not Applicable** \_\_\_
- 9.5 Were there technical impediments to increasing the purchase of this item by your facility in FY 2004? **Yes** \_\_\_ **No** \_\_\_ If yes, please describe the impediment(s).

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**9. Miscellaneous Products: Industrial Drums**

- 9.6 Does your facility purchase this item (directly or through contracts or other mechanisms)? **Yes**\_\_\_ **No**\_\_\_ . If no, skip to next section.

- 9.7 Total amount of these products purchased by your facility in FY 2004  
\$\_\_\_\_\_.
- 9.8 Dollar amount of these products containing recovered materials purchased by your facility in FY 2004 \$\_\_\_\_\_.
- 9.9 If this product is purchased using a facility specification, does that specification require the use of recovered materials?  
**Yes** \_\_ **No** \_\_ **Not Applicable** \_\_
- 9.10 Were there technical impediments to increasing the purchase of this item by your facility in FY 2004? **Yes** \_\_ **No** \_\_ If yes, please describe the impediment(s).

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9. **Miscellaneous Products: Manual-Grade Strapping**

- 9.11 Does your facility purchase this item (directly or through contracts or other mechanisms)? **Yes**\_\_ **No**\_\_ . If no, skip to next section.
- 9.12 Total amount of these products purchased by your facility in FY 2004  
\$\_\_\_\_\_.
- 9.13 Dollar amount of these products containing recovered materials purchased by your facility in FY 2004 \$\_\_\_\_\_.
- 9.14 If this product is purchased using a facility specification, does that specification require the use of recovered materials?  
**Yes** \_\_ **No** \_\_ **Not Applicable** \_\_
- 9.15 Were there technical impediments to increasing the purchase of this item by your facility in FY 2004? **Yes** \_\_ **No** \_\_ If yes, please describe the impediment(s).

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9. **Miscellaneous Products: Mats**

- 9.16 Does your facility purchase this item (directly or through contracts or other mechanisms)? **Yes**\_\_ **No**\_\_ . If no, skip to next section.
- 9.17 Total amount of these products purchased by your facility in FY 2004  
\$\_\_\_\_\_.
- 9.18 Dollar amount of these products containing recovered materials purchased by your facility in FY 2004 \$\_\_\_\_\_.
- 9.19 If this product is purchased using a facility specification, does that specification require the use of recovered materials?  
**Yes** \_\_ **No** \_\_ **Not Applicable** \_\_
- 9.20 Were there technical impediments to increasing the purchase of this item by your facility in FY 2004? **Yes** \_\_ **No** \_\_ If yes, please describe the impediment(s).

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9. **Miscellaneous Products: Pallets**

- 9.21 Does your facility purchase this item (directly or through contracts or other mechanisms)? **Yes**\_\_\_ **No**\_\_\_ . If no, skip to next section.
- 9.22 Total amount of these products purchased by your facility in FY 2004  
\$\_\_\_\_\_.
- 9.23 Dollar amount of these products containing recovered materials purchased by your facility in FY 2004 \$\_\_\_\_\_.
- 9.24 If this product is purchased using a facility specification, does that specification require the use of recovered materials?  
**Yes** \_\_\_ **No** \_\_\_ **Not Applicable** \_\_\_
- 9.25 Were there technical impediments to increasing the purchase of this item by your facility in FY 2004? **Yes** \_\_\_ **No** \_\_\_ If yes, please describe the impediment(s).

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9. **Miscellaneous Products: Signage**

- 9.26 Does your facility purchase this item (directly or through contracts or other mechanisms)? **Yes**\_\_\_ **No**\_\_\_ . If no, skip to next section.
- 9.27 Total amount of these products purchased by your facility in FY 2004  
\$\_\_\_\_\_.
- 9.28 Dollar amount of these products containing recovered materials purchased by your facility in FY 2004 \$\_\_\_\_\_.
- 9.29 If this product is purchased using a facility specification, does that specification require the use of recovered materials?  
**Yes** \_\_\_ **No** \_\_\_ **Not Applicable** \_\_\_
- 9.30 Were there technical impediments to increasing the purchase of this item by your facility in FY 2004? **Yes** \_\_\_ **No** \_\_\_ If yes, please describe the impediment(s).

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9. **Miscellaneous Products: Sorbents**

- 9.31 Does your facility purchase this item (directly or through contracts or other mechanisms)? **Yes**\_\_\_ **No**\_\_\_ . If no, skip to next section.
- 9.32 Total amount of these products purchased by your facility in FY 2004  
\$\_\_\_\_\_.
- 9.33 Dollar amount of these products containing recovered materials purchased by your facility in FY 2004 \$\_\_\_\_\_.
- 9.34 If this product is purchased using a facility specification, does that specification require the use of recovered materials?  
**Yes** \_\_\_ **No** \_\_\_ **Not Applicable** \_\_\_
- 9.35 Were there technical impediments to increasing the purchase of this item by your facility in FY 2004? **Yes** \_\_\_ **No** \_\_\_ If yes, please describe the impediment(s).

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**10 Solid Waste Prevention, Recycling, and Waste Minimization**

10.1 Did your facility institute new, substantially improved, or updated solid waste prevention practices in FY 2004?

**Yes** \_\_\_\_ **No** \_\_\_\_ . Please provide an explanation of your response.

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10.2 Does your facility have sites or facilities with composting programs?

**Yes** \_\_\_\_ **No** \_\_\_\_ . If yes, how many facilities or sites? \_\_\_\_

10.3 Estimate the total weight of materials diverted to composting: \_\_\_\_ tons.

10.4 How many offices/sites operated by your facility have an active office products recycling program? \_\_\_\_ of \_\_\_\_ total offices/sites.

10.5 How many offices/sites operated by your facility have a designated Recycling Coordinator? \_\_\_\_ of \_\_\_\_ total offices/sites.

10.6 How many residential housing units operated by your facility have an active household products recycling program?

\_\_\_\_ of \_\_\_\_ total housing units. Not Applicable \_\_\_\_

10.7 How many demolition projects managed by and/or contracted by your facility include the recovery of construction materials?

\_\_\_\_ of \_\_\_\_ total projects. Not Applicable \_\_\_\_

10.8 How many tons of the total solid waste<sup>1</sup> generated by your facility was diverted to recycling? \_\_\_\_ of \_\_\_\_ total tons.

10.9 Does your facility have an internal awards program in accordance with Executive Order 13101, Section 802? **Yes** \_\_\_\_ **No** \_\_\_\_ . Please provide details for your response. If the response is no, please explain why not.

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10.10 In FY 2004, did your facility participate in a pilot project to purchase environmentally preferable products or services per the requirements of E.O. 13101, sections 503(b) and 601(c)? **Yes** \_\_\_\_ **No** \_\_\_\_ . Please provide details for your response.

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10.11 In FY 2004, did your facility participate in a pilot project to purchase environmentally preferable products or services per the requirements of E.O. 13101, sections 503(b) and 601(c)? **Yes** \_\_\_\_ **No** \_\_\_\_ Please provide details for your response.

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<sup>1</sup> "Solid waste" refers to municipal solid waste as defined by EPA. Please indicate if your Facility is including other materials, such as construction and demolition debris.

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- 10.12 In FY 2004, did your facility purchase or test any biobased products, other than biobased fuels? **Yes** \_\_\_ **No** \_\_\_ Please provide details for your response, including the source(s) of the products (e.g., GSA schedule, DLA, commercial source, support services contractor).
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- 10.13 Is your facility using green cleaning products or services at any of your facilities, including facilities managed by GSA and leased facilities? **Yes** \_\_\_ **No** \_\_\_ Please provide details for your response, including the source(s) of the products (e.g., GSA schedule, DLA, commercial source, support services contractor).
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- 10.14 In FY 2004, did your facility donate computers and computer equipment to schools *other* than through the GSA Computers for Learning (CFL) Program under EO 12999 or the Stevenson-Wydler Act? **Yes** \_\_\_ **No** \_\_\_ If yes, please provide the total number of pieces of electronic equipment donated\_\_\_\_\_.

- 10.15 In FY 2004, did your facility ship (directly or through the Office of Acquisition and Materiel Management's Freight Management Office (0492T) electronic equipment to UNICOR for the purpose of reuse or recycling? **Yes** \_\_\_ **No** \_\_\_ If yes, please provide the total number of pieces of electronic equipment shipped\_\_\_\_\_.

- 10.16 In FY 2004, did your facility ship (directly or through the Office of Acquisition and Materiel Management's Freight Management Office (0492T) electronic equipment to a recycler *other* than UNICOR? **Yes** \_\_\_ **No** \_\_\_ If yes, please provide the total number of pieces of electronic equipment shipped\_\_\_\_\_.

### **Management Controls**

#### **11. Affirmative Procurement Policy**

- 11.1 Does your facility have a documented policy or procedure for the implementation of the affirmative procurement program (APP) required by section 6002 of RCRA? **Yes** \_\_\_\_\_ **No** \_\_\_\_\_
- 11.2 If no, does your facility follow the policy or procedure for the implementation of the affirmative procurement program as set forth in VA Directive and

Handbook 0052? **Yes** \_\_\_\_\_ **No** \_\_\_\_\_

11.3 Does the facility policy define responsibility for:

A. Conducting awareness training? **Yes** \_\_\_\_\_ **No** \_\_\_\_\_

B. Incorporating APP requirements into specifications and contracts? **Yes** \_\_\_\_\_  
**No** \_\_\_\_\_

C. Establishing and measuring progress toward APP objectives? **Yes** \_\_\_\_\_  
**No** \_\_\_\_\_

D. Reporting progress? **Yes** \_\_\_\_\_ **No** \_\_\_\_\_

E. Management review? **Yes** \_\_\_\_\_ **No** \_\_\_\_\_

F. If the answer to any question in sections 11.1, 11.2, or 11.3 is no, please explain why not.

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11.4 Does your facility have a requirement to routinely update the affirmative procurement policy? **Yes** \_\_\_\_\_ **No** \_\_\_\_\_ If so, is the APP policy reviewed/updated in accordance with this plan? **Yes** \_\_\_\_\_ **No** \_\_\_\_\_

11.5 Has your facility affirmative procurement policy been updated within the past three years (i.e., it incorporates EPA's CPG 3 and CPG 4 product designations)? **Yes** \_\_\_\_\_ **No** \_\_\_\_\_

11.6 Has your policy, procedure, or plan been amended to implement the procurement of biobased products as required by section 9002 of the Farm Security and Rural Investment Act of 2002? **Yes** \_\_\_\_ **No** \_\_\_\_

## **11 Training**

12.1 Who is responsible for conducting training of facility personnel with respect to the buy-recycled requirements? \_\_\_\_\_

12.2 How many acquisition personnel does your facility have? \_\_\_\_\_

12.3 Of that number, how many have documented APP training during FY 2004? \_\_\_\_\_ of \_\_\_\_\_ personnel, which is \_\_\_\_\_ percent.

12.4 Is training provided by facility personnel, Central Office personnel, an outside source (e.g., Defense Acquisition University's contracting officer training courses), or a combination of sources? Provide details for your response (describe the training).

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12.5 How many purchase cardholders have documented APP training within the past fiscal year, as required by Executive Order 13101? \_\_\_\_\_ of \_\_\_\_\_ purchase cardholders.

12.6 Who provides the training to purchase cardholders? \_\_\_\_\_

12.7 How is training of the purchase cardholders provided? \_\_\_\_\_

12.8 How is training of purchase card users documented?

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12.9 Has your facility begun training about biobased products procurement?  
**Yes** \_\_\_\_\_ **No** \_\_\_\_\_ If, yes, who provided the training and how was it done?

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### **13 Auditing**

13.1 Has your facility conducted and documented contracting and/or environmental audits<sup>2</sup> for APP compliance during this reporting period?

**Yes** \_\_\_\_\_ **No** \_\_\_\_\_

13.2 If yes, who conducted the audit and how was it done? \_\_\_\_\_

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13.3 Does your facility conduct trend analysis of audit, training, and FPDS data to assess APP program effectiveness? **Yes** \_\_\_\_ **No** \_\_\_\_

13.4 What types of trends are realized as a result of findings from these audits?

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13.4 Are audit findings reported to senior facility management? **Yes** \_\_\_\_\_ **No** \_\_\_\_\_

13.5 Are corrective actions from these audit findings tracked by senior facility management? **Yes** \_\_\_\_\_ **No** \_\_\_\_\_

### **14 Facility Goals**

14.1 As required by E.O. 13101, what is your facility's goal for solid waste diversion by 2005? \_\_\_\_\_ By 2010? \_\_\_\_\_

14.2 What is your facility's current recycling or diversion rate? \_\_\_\_\_

14.3 What is your facility's goal to increase the procurement of EPA-designated recycled content products?

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14.4 As required by E.O. 13101, does your facility have a goal for increasing the use of environmentally preferable products? **Yes**\_\_\_\_ **No**\_\_\_\_ If yes, what is the goal? \_\_\_\_\_ How are you measuring progress toward the goal?

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14.5 Has your facility established a goal for purchases of biobased products?  
**Yes** \_\_\_\_\_ **No** \_\_\_\_\_

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<sup>2</sup> Includes internal, corporate, external, or other audits